

Louisiana State Board of Examiners of Psychologists
BOARD MEETING MINUTES
January 20, 2017

Final Approved: February 10, 2017

The meeting of the Louisiana State Board of Examiners of Psychologists (Board) was noticed and agenda posted on, Wednesday, January 18, 2017. Dr. Darla Burnett, Chair, called the meeting to order at 8:45 a.m. on Friday, January 20, 2017 at 8706 Jefferson Highway, Suite B, Baton Rouge, LA 70809. Present were Board Members, Drs. Darla Burnett, Phillip Griffin, Koren Boggs, Jesse Lambert; and, Executive Director, Jaime T. Monic. Dr. Amy Henke was absent.

Dr. Burnett opened the meeting by reading the Board's Declaration of Purpose.

Dr. Boggs moved to approve the agenda for the day. The motion passed by unanimous roll call vote as follows: Burnett - YEA, Griffin - YEA, Boggs- YEA, Lambert – YEA.

The Board reviewed and discussed the meeting minutes from December 16, 2016. Dr. Lambert moved to approve the minutes of December 16, 2016. The motion passed by unanimous roll call vote of the members present.

Dr. Griffin moved to enter Executive Session pursuant to LSA R.S.42:6.1, to conduct oral examinations and file reviews. The motion passed by unanimous roll call vote as follows: Burnett - YEA, Griffin - YEA, Boggs- YEA, Lambert – YEA.

Dr. Griffin moved to close executive session. The motion passed unanimously.

The Board opened the meeting to the public at 1:45p.m.

COMMITTEE REPORTS:

The Board received the following committee reports:

Executive Director Report – Ms. Monic reported on the following:

- The Legislative Audit of the 2015-16 Fiscal Year was underway and going smoothly.
- The Board has had several public records in recent months, including requests from investigative reporters from the Louisiana Voice and WVUE/Fox 8 News in New Orleans.
- As a matter of housekeeping, it was requested that the Board pick future board meeting dates. The Board reviewed their calendars and affirmed the following meeting dates: February 10, 2017; March 24, 2017; April 28, 2017; May 19, 2017; and June 16, 2017.

Finance Committee Report

The Board reviewed Financial Statements for December 2016 prepared by Ms. Valerie Dominique. Dr. Boggs moved to accept the financial statements provided by Ms. Dominique. The motion passed unanimously.

Dr. Burnett reported that she reviewed and approved Leave Reports for Ms. Monic.

Dr. Burnett reported that she reviewed and approved Bank Reconciliations prepared by Ms. Monic from December 2016.

Oral Examination Committee Report –Dr. Boggs reported on the following Oral Examinations conducted this day in Executive Session:

ORAL EXAMINATIONS [LSA-R.S. 42.6.1]:

Jennifer L. Russell, Ph.D. appeared before Board Members, Drs. Burnett, Griffin, Boggs and Lambert for licensure via reciprocity with Texas. Dr. Griffin moved that the Board grant **Dr. Russell** a license to practice psychology with a declared specialty in Clinical Psychology. The Board discussed the motion. The motion passed by unanimous roll call vote as follows: Burnett - YEA, Griffin - YEA, Lambert – YEA, Boggs – YEA.

Christopher Parkinson, Ph.D. appeared before Board Members, Drs. Burnett and Lambert for an oral examination for licensure. Dr. Lambert moved that the Board grant **Dr. Parkinson** a license to practice psychology with a declared specialty in Clinical Psychology. The Board discussed the motion. The motion passed by unanimous roll call vote as follows: Burnett - YEA, Griffin – YEA, Boggs - YEA, Lambert – YEA.

Guler Boyraz, Ph.D. appeared before Board Members, Drs. Griffin and Boggs for an oral examination for licensure. Dr. Griffin moved that the Board grant **Dr. Boyraz** a license to practice psychology with a declared specialty in Counseling Psychology. The Board discussed the motion. The motion passed by unanimous roll call vote as follows: Burnett - YEA, Griffin – YEA, Boggs - YEA, Lambert – YEA.

Jurisprudence Examination Committee – No report.

Liaison to Professional Organizations and Boards Report – Dr. Griffin reported that Dr. Julie Nelson approached him about LSBEP potentially presenting during lunch at the LPA Convention. She requested that the Board provide more detailed reports on complaints that include examples or basis of complaints. The members agreed to explore this as it considered its presentation.

Continuing Professional Development Committee – No report.

Supervision/Credentials Review - Dr. Burnett reported the results of the file reviews conducted this date in Executive Session as follows:

FILE REVIEWS [LSA-R.S. 42.6.1]:

Dr. Lambert reviewed and presented the Application for License of **Laura M. Marques, Ph.D.** to the Board with a motion to confirm her Candidacy status and invite her to take the Oral and Jurisprudence Examinations for Licensure. The Board discussed the motion. The motion passed unanimously.

Dr. Boggs reviewed and presented the Application for License of **James A. Hernandez, Ph.D.** to the Board with a motion to confirm his Candidacy status and invite him to take the national Examination for Professional Practice in Psychology pending receipt of corrected Internship Documentation. The Board discussed the motion. The motion passed unanimously.

Dr. Griffin reviewed and approved the Supervised Practice Plan and Candidate Status of **Janina Mayeaux, Ph.D. and Chelsi King, Ph.D.**

Complaints Committee: - Dr. Burnett reported that the Board heard the matter of P15-16-03C on January 12-13, 2017 and the Board remains in deliberations with Attorney Amy Groves Lowe. Dr. Sasha Lambert was present in Executive Session to present the following cases and recommendations to the Board:

1. **P16-17-02C** – Dr. S. Lambert provided an oral and written summary of this matter, recommending dismissal. The Board thoroughly discussed the matter. Dr. J. Lambert moved to accept Dr. S. Lambert’s recommendation for dismissal. The motion passed unanimously, by roll call vote as follows: Burnett – YEA, Griffin – YEA, Lambert – YEA, Boggs – YEA.

2. **P16-17-04B** –Dr. S. Lambert provided an oral and written summary of this matter, providing the Board with a Consent Agreement as a resolution to this matter. The Board thoroughly discussed the matter. Dr. Burnett moved to accept and enter into a Consent Agreement with **Beverly A. Stubblefield, Ph.D., License #524**, to voluntarily surrender and relinquish her license to practice psychology in Louisiana, further directing Ms. Monic to properly report the charges which are the basis of the agreement as disciplinary action, as follows: RS 37: 2359 A and B(1),B(2)(c), B(3), B(4), B(5), B(7), B(8), B(12) and B(14), and the following specific Ethical Standards: 1.01 Misuse of Psychologists’ Work, 1.03 Conflicts Between Ethics and Organizational Demands, 2.04 Bases for Scientific and Professional Judgments, 2.05 Delegation of Work to Others, 3.05 Avoiding Harm, 3.06 Conflict of Interest, 3.08 Exploitative Relationships, 6.04 Fees and Financial Arrangements, 6.06 Accuracy in Reports to Payors and Funding Sources, 9.01 Bases for Assessments, 9.02 Use of Assessments, 9.07 Assessment by Unqualified Persons. The motion passed unanimously, by roll call vote as follows: Burnett – YEA, Griffin – YEA, Lambert – YEA, Boggs – YEA.

3. **Request for Investigation (NP), Initiated by TF** - Dr. Burnett presented this case review and recommendation against an individual not licensed to practice psychology, who based on information and belief, is holding himself out to be a Forensic Psychologist, and advertising that he is credentialed to provide psychological services in

Baton Rouge, Denham Springs and Zachary, Louisiana. Dr. Burnett moved that the Board initiate and investigation and notify the Respondent of the investigation, advise him of the statutory requirements for the lawful practice of psychology, and request a response to include compliance with these statutes. The Board discussed the recommendation. Dr. Boggs moved to accept Dr. Burnett's recommendation. The motion passed by unanimous roll call vote as follows: Burnett - YEA, Griffin - YEA, Boggs- YEA, Lambert – YEA.

4. **Request for Investigation (NP), Initiated by LSBEP** - Dr. Burnett presented this case review and recommendation against an individual not licensed to practice psychology, who based on information and belief, is advertising that he is providing psychological assessments to determine treatment plans for clients. Dr. Burnett moved that the Board initiate and investigation and notify the Respondent of the investigation, advise him of the statutory requirements for the lawful practice of psychology, and request a response to include compliance with these statutes. The Board discussed the recommendation. Dr. Griffin moved to accept Dr. Burnett's recommendation. The motion passed by unanimous roll call vote as follows: Burnett - YEA, Griffin - YEA, Boggs- YEA, Lambert – YEA.

Long Range Planning/Awards Committee: No report.

Legislative Oversight Committee Report – Dr. Burnett reported that she and Ms. Monic met with Deborah Harkins to discuss a contract to assist with legislative issues to address the postdoctoral supervision requirements for licensure, fines in disciplinary matters, and renewal fees for provisional licenses.

LBAB Liaison – Dr. Griffin reported that he was unable to attend the LBAB Board meeting on Tuesday, January 17, 2017.

LSBEP Education & Outreach – No Report

DISCUSSION ITEMS

1. **Elections for Vacancy occurring June 30, 2017** – Ms. Monic reported that two nominations were received within the extended nomination period which ended on January 16, 2017. Dr. Darla Burnett opened the Nominations Envelope and announced that the following qualified Nominees were Drs. Leah Crouch and William M. Schmitz, Jr.. Ms. Monic reported that she had also received a reply from Boards and Commissions that “three and a half months” was plenty of time for nominees to submit their name for an election, and that single person election would be acceptable. The Board discussed the matter. Dr. Lambert moved that the Policy and Procedures for nominations allow for an extension period not to exceed 30-days prior to proceeding with a single person election. The motion passed unanimously. Dr. Burnett moved that the Board proceed with the two qualified nominees and open elections the week of January 22, 2017. The motion passed unanimously.

2. **LSBEP Policies & Procedures** – The Board reviewed and by Motion of Dr. Lambert, unanimously approved policies and procedures for the Purchase Card held by the Executive Director.

3. **Rulemaking – La Administrative Code, Title 46.LXIII. Psychologists** – The Board reviewed and discussed rulemaking for **Chapter 15. Complaints**, which included a review by Attorney Amy Groves Lowe. After discussion, by motion of Dr. Burnett, this matter was tabled until further information and/or opinion could be obtained concerning the statutory obligations of the Board.

The Board reviewed and discussed rulemaking for **Chapter 13. Ethics**. Dr. Griffin moved that the language proposed for inclusion in the regulations (LSBEP PPM 5003) concerning dual roles, not be included in the new proposed rule on Ethics. The motion passed unanimously. Dr. Griffin further moved that PPM5003 be removed from the Policy and Procedures Manual of the LSBEP as it is not applicable to the administrative operations of the LSBEP. The motion passed unanimously. Dr. Burnett moved that the Board approve the final draft (all new language) of Chapter 13 and proceed to rulemaking. The motion passed unanimously.

The Board reviewed and discussed rulemaking for **Chapters 7 and 33**. Concerning the supervision required for licensure of Licensed Psychologists and Licensed Specialists in School Psychology as follows:

Chapter 7. Supervised Practice Leading toward Licensure

§703. Duration and Setting of Supervised Practice

A.1. **Postdoctoral supervised practice hours can begin accruing after the date on which all requirements for the doctoral degree are met, with no outstanding points of evaluation, and verified by the degree-granting institution. Verification must occur via submission of a form and process as delineated by the Board.** Credit shall not be granted for practice in connection with course work practicum experience for which predoctoral graduate credits are granted.

Chapter 33. Definition of Applicant for Licensure as a Specialist in School Psychology

§3301. Definition

A.5. has completed **an internship of at least 1200 hours, and nine-months in duration**, conducted under the supervision of a certified school psychologist in a school setting or by a licensed psychologist in a community setting. Of the 1200 hundred hours, 600 hours shall be completed in a school setting;

A.6. has completed three years of supervised experience as a certified school psychologist within the public school system. **One year of full-time employment or experience, obtained as part of an acceptable internship as defined by the Board under §3403 of this Title, may be applied toward the three years of required supervision. Such experience must be obtained within one academic year, in a public school system. Such “academic year” shall be defined by the school calendar in the district of practice;**

Dr. Boggs moved that the Board approve the final draft for the revisions to Chapters 7 and 33 and proceed to rulemaking. The motion passed unanimously. Dr. Boggs also presented forms to effectuate the procedures for accepting supervised hours for applicants for licensure as psychologists. The Board reviewed and discussed revisions to the document. Dr. Griffin moved in favor of accepting the document as required documentation to verify the completion of the

degree requirements in order for the Board to accept post-doctoral hours completed prior to graduation, upon the revisions to Chapter 7 being formally promulgated. The motion passed unanimously.

The Board reviewed and discussed rulemaking for Chapter 6. Fees. Dr. Burnett moved that the Board approve the following revisions to the fee schedule and proceed to rulemaking:

LICENSING FEES	Current Amount	Increase	New Amount	Notes
Application for Provisional Licensure	150	\$50	200	Provisional licensees are eligible for full licensure upon completion of all license requirements at no additional fees.
License Renewal	320	30	350	Annual license renewal fee for psychologists. Approximately 600.
License Renewal Fee for Psychologists Qualifying under R.S. 37:2354.E. for a reduced rate	160	15	175	Approximately 150 psychologists eligible to opt for a reduced fee.
Reinstatement of Lapsed License (Application plus renewal fee)	520	30	550	Rare, applicable if a license lapses for failure to renew current license (<i>In accordance with RS 37:2354.C, this fee must equal the application fee plus the renewal fee</i>)
Processing Fees for Paper Renewals	0	15	15	This fee was inadvertently dropped in the December 2015 publication of the LA Register the error is being corrected.
License Renewal Extension Request	0	25	25	This fee was inadvertently dropped in the December 2015 publication of the LA Register the error is being corrected.
ADMINISTRATIVE /OTHER FEES	AMOUNT			
Replacement Renewal Certificate	0	\$15	15	This fee was inadvertently dropped in the December 2015 publication of the LA Register the error is being corrected.
Miscellaneous Copy Fee (other records)	0	\$1 page one, \$.25 each page thereafter	\$1 page one, \$.25 each page thereafter	This administrative fee is imposed to cover the costs of copying, postage and handling for requests for records available or produced by the LSBEP.
Photo ID	25	-25	0	Remove fee. This service is no longer offered.

The motion passed unanimously.

The Board discussed revisions to Chapter 3. Clinical Neuropsychology (CN). Dr. Griffin agreed to collect additional information regarding the new requirements for the CN Specialty. The Board will continue to deliberate this matter.

5. Legislative Initiatives and 6. Deborah Harkins, Attorney – Request for contract approval for legislative initiatives – The Board discussed reporting our agency needs to the legislature concerning a 5-year provision to meet Postdoctoral Supervision requirements for licensure with regard to licensing psychologists from other states with different supervision requirements and in light of the trending elimination of the post-doctoral year in other states; imposing fines in disciplinary matters when an informal resolution results in disciplinary action or a consent order; prescription issues in managing complaints; and renewal fees for provisional licenses. The Board discussed the expenses involved in hiring Deborah Harkins to assist with this process. Finding that the issues were imperative to the continuing obligations of the LSBEP as well as to the public’s best interest to having access to qualified psychologists, by motion of Dr. Boggs, the Board unanimously agreed to contract with Attorney Deborah Harkins to assist with legislative initiatives approving the following resolution:

WHEREAS the LSBEP is in need of an attorney familiar with the legislature to assist with reporting the legislative needs of the LSBEP;

IT THEREFORE RESOLVES that the Board initiate a contract with the firm of ROEDEL PARSONS KOCH BLANCHE BALHOFF & MCCOLLISTER, LLC for the remainder of the fiscal year July 1, 2016 through June 30, 2017, in order to utilize the services of Deborah Harkins, at the following rates of pay which reflect the current rates approved by the Attorney General’s office, and not to exceed a maximum of \$7,500 for that period.

\$225 PER HOUR FOR ATTORNEYS HAVING EXPERIENCE OF TEN YEARS OR MORE IN THE PRACTICE OF LAW

\$175 PER HOUR FOR ATTORNEYS HAVING EXPERIENCE OF FIVE TO TEN YEARS IN THE PRACTICE OF LAW

\$150 PER HOUR FOR ATTORNEYS HAVING EXPERIENCE OF THREE TO FIVE YEARS IN THE PRACTICE OF LAW

\$125 PER HOUR FOR ATTORNEYS HAVING EXPERIENCE OF LESS THAN THREE YEARS OR MORE IN THE PRACTICE OF LAW

\$60 PER HOUR FOR PARALEGALS

\$40 PER HOUR FOR LAW CLERK SERVICES

The motion passed by unanimous roll call vote of the members present: Burnett - YEA, Griffin - YEA, Boggs- YEA, Lambert – YEA.

7. **James R. Raines, Contract Amendment** - The Board again discussed the contract for James R. Raines, following the hearing on January 12-13, 2017 and considering the expenses and email correspondence between Ms. Monic and Mr. Raines. Ms. Monic reported that the amendment approved in December 2016 of \$60,000 would not be sufficient to cover the legal expenses incurred to date. Ms. Monic requested an amendment to increase the amount of Mr. Raines contract from \$28,000 to an amount not to exceed \$88,000, in order that the Board continue to fulfill its purpose under LA R.S. 37:2351. Dr. Griffin moved in favor of the amendment. The motion passed unanimously.

8. **Review/revise 2016-17 Budget** – The Board reviewed and revised the 2016-17 budget line by line. Ms. Monic provided recommendations to update the income amounts received to date, projected income for the remainder of the fiscal year, to and cut to expenses, and to freeze any unnecessary spending, noting that the Board is potentially facing a shortfall of \$42,204 for year ending June 30, 2017, which amount would be required to come out of the 2017-18 Budget. The Board thoroughly discussed and approved the recommendations made by Ms. Monic, including waiving their own per diem and mileage reimbursements. Dr. Lambert moved to approve the amendments to the 2016-17 LSBEP Budget, which include previously budgeted amounts for professional services, projected income, expenses, and board member compensation, due to substantial legal expenses incurred in fulfilling its duty under Louisiana Revised Statutes, 37:2351 to safeguard life, health, property and the public welfare in order to protect the people of this state against unauthorized, unqualified, and improper application of psychology. The motion passed by unanimous roll call vote of the members present: Burnett - YEA, Griffin - YEA, Boggs- YEA, Lambert – YEA.

9. **APA Commission on Accreditation (CoA) Public Comment: Implementing Regulations (IRs) tailored to the new Standards of Accreditation for Health Service Psychology and the revised Accreditation Operating Procedures. Due on February 5, 2017: Discipline-Specific Knowledge (DSK); Direct Observation; Profession-Wide Competencies (PWC); Annual Reporting for Reaffirmation of Accreditation and Program Monitoring (D.4-7(a)); Narrative Annual Reporting for Reaffirmation of Accreditation and Program Monitoring (D.4-7(c))** – The Board discussed this matter and the need to submit a response regarding these recommendations. The Board conceded that it did not see a need to provide comments regarding APA’s Standards of Accreditation for Health Service Psychology or the Accreditation Operating Procedures.

Dr. Griffin had previous engagements and excused himself from the remaining discussion items:

10. **Texas Psychology Board (Sunset update/legislative recommendations)** – Due to time restraints, this matter was tabled for discussion until Friday, February 10, 2017.

11. **Questions regarding the rules and regulations (email from Heidi Gibbs)** – The Board reviewed the request for information from Ms. Heidi Gibbs. Drs. Burnett and Boggs agreed to work with Ms. Monic on a proper response to her request.

Dr. Lambert moved to adjourn the meeting at 5:00 p.m. The motion passed unanimously.